ZETAC ZUNI ENGAGING TEACHERS AND COMMUNITY

Scholarship Guidelines

The purpose of the ZETAC program is to provide *supplemental non-monetary* tuition, fees, books and supplies assistance to eligible ZETAC participants entering accredited post-secondary educational institutions. The Scholarship is based on eligible selection and is not considered an entitlement. Scholarship dollars are limited to funds available.

Scholarship Eligibility:

➢ Must be an enrolled participant of the ZETAC Program.
➢ Must be an enrolled member of the Zuni Tribe or other Native American Tribe
➢ Accepted into an accredited post-secondary educational Institutions.
➢ Pursuing a Bachelor's or Graduate degree program in the following programs:
   o Earn a BA or an MA in Early Childhood or Elementary Education with K-8 Licensure
   o Earn a BA in any other fields.
   o Earn a Master's Degree in Education from an accredited post-secondary educational institution.
   o Master's Degree in Educational Leadership (Must be admitted to the Ed Leadership Program)
   o And/Or pursuing a TESOL and/or Bilingual endorsement
➢ High School graduate with a cumulative GPA of **2.0 or** GED recipient
➢ Must provide verification of grades
   o Enroll full time at twelve+ (12) or *part-time at six (6) credits for Fall and Spring semesters, or variable credit in the Summer semester

Application Submittal:

Students must submit a scholarship application request form each academic semester (Spring, Summer, Fall)

➢ Deadlines for each semester (any given year)

Spring	Summer	Fall
Dec. 1	May 1	July 15

➢ First time applicants must submit the following documents:

   o Scholarship Request Application
   o A copy of class schedule
   o Degree checklist available from Advisor or online through student account with college
   o Grades from prior semester (if applicable)

- Continuing Applicant:

  - Renew Scholarship Request Application: Each academic semester
  - Current Class Semester grades
  - Schedule of classes
  - Degree checklist, if degree program changes

All applicants will be notified in writing via email or standard mail on the status of their application(s).

Awarding Process

The ZETAC Coordinator will review applications and provide a list of recommendations to the accredited college or university.

- Full-Time students may be awarded up to $3,600.00 per semester.
- Part-Time students may be awarded up to $2,500.00 per semester.

Consideration will be given to those students who are in financial need or have a bursar account hold to continue with their courses. The financial need must be over the maximum amount of scholarship awarded. The additional amount awarded will be considered based on the student's financial need.

Students will receive notification of scholarship award no later than January 5 for Spring Semester, May 15 for Summer Semester, and August 1 for Fall Semester.

Reimbursement for Tuition, fees, etc. From Other Colleges and Universities

The ZETAC Program allows for reimbursement of tuition, books, fees or other out of pocket charges for students who are attending another higher education institution. The student must be a ZETAC participant and must meet all the required criteria as expected for the scholarship award. In order for a student to be reimbursed, the following must be completed and approved prior to the start of the semester:
- Complete a request form to be reimbursed for the fees/charges.
- Approval must be made by the director or coordinator of the program prior to expenses being incurred.
- Upon successful completion of the course(s), the participant must submit a copy of their receipts of all charges to be reimbursed.
- The student is required to submit a copy of their midterm grades as well as the final grade for the semester.

Student Responsibilities:

It is the student's responsibility to:
- Complete and submit the scholarship/reimbursement request form: each academic semester
- Request his/her transcripts to be sent to ZETAC office
- Submit recent official transcripts for first time/non-consecutive applicants

- ➢ Submit final grades immediately after each semester for continuing students;
- ➢ Notify the program on change of address and/or change in student status.
- ➢ Submit a copy of the next term's schedule with the scholarship request form and any other required documentation.

Continuance of Assistance Eligibility

Once a student has been funded, the requirements to be eligible for continuing assistance are:

- ➢ Must complete all registered courses and submit grades/class schedule.

- ➢ Attain a current term GPA as follows:
  - o 2.5 or higher – Bachelors Program
  - o 3.0 or higher – Graduate Program
- ➢ Register for the following semester, all courses must be in accordance to your program degree check list.
- ➢ Submit a copy of midterm grades/progress report.
- ➢ Submit a copy of final grades to the ZETAC office prior to the deadline.

Denials

A student who has been denied a grant will be notified in writing. The possible reasons for denial are:

- ➢ Student did not meet the specific application deadline.
- ➢ Student did not meet the 2.5 grade point average requirements.
- ➢ Application packet/and or other documents are incomplete.
- ➢ Academic suspension imposed by the post-secondary institution.
- ➢ Voluntarily withdraw application for dropping classes

Probation

A student who does not meet the satisfactory academic progress requirements will be placed on probation for the following term. Written notice of this probation will be sent to the student.

- ➢ Students failing to complete the specified number of credit hours
- ➢ Not maintaining the required GPA as stated in the guideline

A student placed on probation must complete all registered courses. Students will be funded provided they meet the requirements specified above. Graduate students shall be subject to the same requirements.

Suspension

A student placed on probation who fails to meet the conditions set forth during the probation period shall be suspended from further assistance. A student who is

suspended must use their personal financial resources to fund and complete registered courses. Upon successful completion of the semester, a student may be eligible to re-apply for assistance.

Repayment

A student who, without justifiable circumstances, withdraws from school or is expelled before the completion of a term shall be required to pay back all awarded funds received during the term. A student will be notified in writing along with pay back agreements. No further applications will be processed for a student until he/she repays the entire amount awarded.

Submission and Contact Information

Please submit Scholarship Application to:

ZETAC Program
Attn: Stacy Panteah
Email: stacy.panteah@ashiwi.org
OR
Attn: Vanessa Sandoval
Email: vanessa.sandoval@ashiwi.org

For more information or if you have questions, you may contact:

Stacy Panteah @ 505-404-9861 OR
Vanessa Sandoval @ 505-782-6022